

**THE JOURNAL**  
of the  
**College and University Personnel Association**

**Index to Volume 22**

December, 1969 through August, 1971

**Index by Interest Area**

*Cross-  
Index  
Reference*

**General Information**

1. College and University Personnel Association, Research Committee. "The 1971 Personnel Practices Survey." 22, No. 4 (August, 1971) 1-26
2. Campbell, Andrew W., "Autonomy in Nonfaculty Personnel Programs," *Your Opinion*. 22, No. 2 (March, 1971) 79-85
3. Fultz, Larry W., "Campus Conflict—A New Approach." 22, No. 1 (December, 1970) 108-112
4. Hollister, C. A., "The Scope of Student Freedom." 22, No. 2 (March, 1971) 18-24
5. . . . *On the Personnel Scene* . . . 22, No. 3 (May, 1971) 117-123
6. Knodle, Laverne L., "Federal Involvement in College and University Personnel Administration." 22, No. 3 (May, 1971) 92-98
7. Myers, Orie E., Jr., "The Developing Role of the Personnel Director." 22, No. 4 (August, 1971) 50-53
8. Parker, Carl F., "Defining Major Functions of Personnel Management in the Small, Privately-Supported College." 22, No. 4 (August, 1971) 54-60
9. Stainbrook, Edward, "Today's Conflicts—Understanding and Response." 22, No. 2 (March, 1971) 1-9

**Manpower Organization and Management**

10. Begin, James P., "Employee Organization among Members of the College and University Personnel Association." 22, No. 1 (December, 1970) 12-26
11. \_\_\_\_\_ "Collective Bargaining Agreements in Colleges and Universities: Union Security Provisions." 22, No. 2 (March, 1971) 33-43

## THE JOURNAL

12. \_\_\_\_\_ "Collective Bargaining Agreements in Colleges and Universities: Union Activity, Pay Provisions, Employee Benefits, Procedural Clauses." 22, No. 4 (August, 1971) 27-38
13. \_\_\_\_\_ and Chernick, Jack, "Collective Bargaining Agreements in Colleges and Universities: Grievance and Job Allocation Provisions." 22, No. 3 (May, 1971) 52-63
14. Bucklew, Neil S., "Employment Relations of Staff Employees in Institutions of Higher Learning." (Second installment) 22, No. 1 (December, 1970) 74-107
15. \_\_\_\_\_ "Employment Relations of Staff Employees in Institutions of Higher Learning." (third installment) 22, No. 2 (March, 1971) 44-78
16. \_\_\_\_\_ "Administering a Faculty Agreement." 22, No. 3 (May, 1971) 46-51
17. Kerr, J. David, "Faculty Bargaining in Higher Education—New Twists to the University." 22, No. 3 (May, 1971) 37-45
18. Kirkikis, Barbara S., "Management by Objectives—An Overview, A Philosophy" 22, No. 3 (May, 1971) 99-109
19. Marcus, Leonard, "Yale University and Yale Nonfaculty Action Committee, A Case Before NLRB." 22, No. 3 (May, 1971) 1-36
20. Morin, O. R., "Conflict and Compromise—A Survey of University Grievances." 22, No. 3 (May, 1971) 64-85
21. TenBoer, Marlin H., "A Study of the Extent and Impact of Organized Labor in Colleges and Universities." 22, No. 1 (December, 1970) 27-73
22. Tobias, Sheila, "Put A Woman Into My Department?" 22, No. 3 (May, 1971) 86-91
23. Yale University, "Discharge of Employee/Alumnus/SDS Members Arbitration Award, Yale University." 22, No. 2 (March, 1971) 10-17

### Job Evaluation and Salary Administration

24. Nex, William C., "Effective Communications in Financial Management." 22, No. 4 (August, 1971) 61-63
25. Ray, Jack N., "A Basic Approach to Salary or Wage Administration," *Your Opinion*. 22, No. 4 (August, 1971) 64-66

### Employee Relations and Benefits

26. Hornig, Donald F., "Quarterly Report on Equal Opportunity at Brown University," *Your Opinion*. 22, No. 1 (December, 1970) 125-127
27. Keller, Harold, "Unemployment Insurance—A New Cost Burden for Colleges and Universities." 22, No. 2 (March, 1971) 25-32
28. King, Francis P., "Survey of Benefit Plans Covering Nonacademic Personnel in Junior and Community Colleges." 22, No. 4 (August, 1971) 39-49
29. Stoltz, Merton P., "A Statement on Equal Opportunity at Brown University," *Your Opinion*. 22, No. 1 (December, 1970) 119-125
30. Willers, Diedrich K., "Impact of Extension of Unemployment Compensation Coverage to Colleges and Universities." 22, No. 1 (December, 1970) 1-11

### The Placement Process

31. Hackamack, Lawrence C. and Wulf, Gary W., "Do You Employ Persons with Arrest and Conviction Records?" 22, No. 1 (December, 1970) 113-118

### Index by Author

*Editor's Note:* The reference numbers following each listing indicate cross-references to the Index by Interest Area (pages 71 to 72), where a complete reference to the author's work is given.

## INDEX

- Begin, James P., "Employee Organization among Members of the College and University Personnel Association" 10  
\_\_\_\_\_, "Collective Bargaining Agreements in Colleges and Universities: Union Security Provisions" 11  
\_\_\_\_\_, "Collective Bargaining Agreements in Colleges and Universities: Union Activity, Pay Provisions, Employee Benefits, Procedural Clauses" 12  
\_\_\_\_\_, and Chernick, Jack, "Collective Bargaining Agreements in Colleges and Universities: Grievance and Job Allocation Provisions" 13
- College and University Personnel Association, Research Committee, "The 1971 Personnel Practices Survey" 1
- Chernick, Jack and Begin, James P., "Collective Bargaining Agreements in Colleges and Universities: Grievance and Job Allocation Provisions" 13
- Bucklew, Neil S., "Employment Relations of Staff Employees in Institutions of Higher Learning" (second installment) 14  
\_\_\_\_\_, "Employment Relations of Staff Employees in Institutions of Higher Learning" (third installment) 15  
\_\_\_\_\_, "Administering a Faculty Agreement" 16
- Campbell, Andrew W., "Autonomy in Nonfaculty Personnel Programs," *Your Opinion* 2
- Fultz, Larry W., "Campus Conflict—A New Approach" 3
- Hackamack, Lawrence C. and Wulf, Gary W., "Do You Employ Persons with Arrest and Conviction Records?" 31
- Hollister, C. A., "The Scope of Student Freedom" 4
- Hornig, Donald F., "Quarterly Report on Equal Opportunity at Brown University," *Your Opinion* 26
- Keller, Harold, "Unemployment Insurance—A New Cost Burden for Colleges and Universities" 27
- Kerr, J. David, "Faculty Bargaining in Higher Education—New Twists to the University" 17
- King, Francis P., "Survey of Benefit Plans Covering Nonacademic Personnel in Junior and Community Colleges" 28
- Kirkikis, Barbara S., "Management by Objectives—An Overview, A Philosophy" 18
- Knodle, Laverne L., "Federal Involvement in College and University Personnel Administration" 6
- Marcus, Leonard, "Yale University and Yale Nonfaculty Action Committee, A Case Before NLRB" 19
- Morin, O. R., "Conflict and Compromise—A Survey of University Grievances" 20
- Myers, Orie E., Jr., "The Developing Role of the Personnel Director" 7
- Nex, William C., "Effective Communications in Financial Management" 24
- Parker, Carl F., "Defining Major Functions of Personnel Management in the Small, Privately-Supported College" 8
- Ray, Jack N., "A Basic Approach to Salary or Wage Administration," *Your Opinion* 25
- Stainbrook, Edward, "Today's Conflicts—Understanding and Response" 9
- Stoltz, Merton P., "A Statement on Equal Opportunity at Brown University," *Your Opinion* 29
- TenBoer, Marlin H., "A Study of the Extent and Impact of Organized Labor in Colleges and Universities" 21
- Tobias, Sheila, "Put A Woman Into My Department?" 22
- Wulf, Gary W. and Hackamack, Lawrence C., "Do You Employ Persons with Arrest and Conviction Records?" 31
- Yale University, "Discharge of Employee/Alumnus/SDS Members Arbitration Award" 23
- Willers, Diedrich K., "Impact of Extension of Unemployment Compensation Coverage to Colleges and Universities" 30

## THE JOURNAL

### The Bookshelf

#### Book Reviews and Abstracts

- Adams, Frank C. and Stephens, Clarence W., *College and University Student Work Programs: Implications and Implementations*, *The Reading File*, 22, No. 2 (March, 1971) 92-93
- American Society for Personnel Administration, *Personnel Library Bibliography*, 1970 Revised Edition, compiled by John Philip Talmage, *The Reading File*, 22, No. 4 (August, 1971) 68-69
- Bass, Bernard M. and Deep, Samuel D., *Current Perspectives for Managing Organizations*, reviewed by Kenneth L. Ward, 22, No. 3 (May, 1971) 113-114
- Byers, Kenneth T. (Ed.), *Employee Training and Development in the Public Service*, *The Reading File*, 22, No. 2 (March, 1971) 91-92
- Broom, H. N. and Longenecker, Justin G., *Small Business Management*, *The Reading File*, 22, No. 4 (August, 1971) 70
- Calhoon, Richard P., *Personnel Management and Supervision*, reviewed by Travis M. Fleming, Jr., 22, No. 1 (December, 1970) 131-132
- Chambers, M. M., *Higher Education in the Fifty States*, reviewed by Harold W. Fox, 22, No. 2 (March, 1971) 86-87  
\_\_\_\_\_, *Above High School*, *The Reading File*, 22, No. 3 (May, 1971) 115-116
- Cohen, Burton J., *Cost-Effective Information Systems*, *The Reading File*, 22, No. 4 (August, 1971) 69-70
- College Entrance Examination Board, *Barriers to Higher Education*, *The Reading File*, 22, No. 4 (August, 1971) 69
- Dunnette, Marvin D., *Personnel Selection and Placement*, reviewed by Jerry R. Anderson, 22, No. 1 (December, 1970) 132-134
- Estey, Marten, *The Unions—Structure, Development, and Management*, reviewed by Robert E. Keane, 22, No. 2 (March, 1971) 87-88
- Ford, Robert N., *Motivation Through the Work Itself*, reviewed by Mary Autry, 22, No. 1 (December, 1970) 134
- Glueck, William F., *Organization Planning and Development*, *The Reading File*, 22, No. 4 (August, 1971) 68
- Hackman, Roy C., *The Motivated Working Adult*, reviewed by Robert G. Roe, 22, No. 3 (May, 1971) 112-113
- House, Clifford R. and Koebele, Apollonia M., *Reference Manual for Office Personnel*, abstracted by Judith Barnes, *The Reading File*, 22, No. 2 (March, 1971) 91
- King, Francis P., *Benefit Plans in Junior Colleges*, *The Reading File*, 22, No. 3 (May, 1971) 116
- Knowles, Asa S. (Ed.), *Handbook of College and University Administration*, *The Reading File*, 22, No. 1 (December, 1970) 135
- Lewis, Edwin C., *Developing Women's Potential*, reviewed by Mary Ann Roberts, 22, No. 2 (March, 1971) 88-90
- Miner, John B., *Personnel Psychology*, reviewed by Fred C. Ford, 22, No. 1 (December, 1970) 128-130
- Morrison, James H., *Human Factors in Supervising Minority Group Employees*, abstracted by Marilynn Kay Kuipers, *The Reading File*, 22, No. 2 (March, 1971) 90-91
- Myers, Charles A., *Computers in Knowledge-Based Fields*, reviewed by Larry R. Peterson, 22, No. 3 (May, 1971) 114-115
- Pegnitter, Richard, *Public Employment Bibliography*, *The Reading File*, 22, No. 3 (May, 1971) 115
- Public Personnel Association, *Social Trends: Their Impact on the Public Service*, Personnel Report No. 701, reviewed by Frank F. Pieper, 22, No. 3 (May, 1971) 110

## INDEX

- \_\_\_\_\_, *Applied Research in Public Personnel Administration*, Personnel Report No. 702, reviewed by Frank F. Pieper, 22, No. 3 (May, 1971) 111  
\_\_\_\_\_, *Public Personnel Administration—Threshold or Crossroad?* Personnel Report No. 703, reviewed by Frank F. Pieper, 22, No. 3 (May, 1971) 111-112  
\_\_\_\_\_, *Employment of the Disadvantaged in the Public Service*, Personnel Report No. 711, reviewed by Laurence P. Harkness, 22, No. 4 (August, 1971) 67-68  
\_\_\_\_\_, *Personnel Dialogue for the Seventies*, Personnel Report No. 712, reviewed by Laurence P. Harkness, 22, No. 4 (August, 1971) 67-68  
Purdue University, Office of Manpower Studies, *Trends in Indiana High School Seniors Education and Vocational Plans*, Manpower Report 71-1, *The Reading File*, 22, No. 3 (May, 1971) 116  
Saso, Carmen D., *Coping with Public Employee Strikes*, *The Reading File*, 22, No. 1 (December, 1970) 134-135  
Schoderbek, Peter P. and Reif, William E., *Job Enlargement—Key to Improved Performance*, *The Reading File*, 22, No. 1 (December, 1970) 135  
Silverthorn, J. E. and Perry, Devern J., *Word Division Manual*, abstracted by Judith Barnes, *The Reading File*, 22, No. 2 (March, 1971) 91  
University Microfilms, *Serials on Microfilm*, *The Reading File*, 22, No. 4 (August 1971) 69  
Wolf, William B., *The Management of Personnel*, reviewed by John S. Anderson, 22, No. 1 (December, 1970) 130-131

### **Editor and Editions**

*Kathryn G. Hansen, Editor, 1970-1971*

- The Journal of the College and University Personnel Association*, Volume 22, Nos. 1 through 4, December, 1970; March, May, and August, 1971.  
*CUPA Newsletter*, Nos. 50, 51, and 52, October, 1970; February and June, 1971; Special 25th Annual Conference Edition, August 17, 1971.

### **Index Contents**

- Index by Interest Area 71-72  
    General Information 71  
    Manpower Organization and Management 71-72  
    Job Evaluation and Salary Administration 72  
    Employee Relations and Benefits 72  
    The Placement Process 72

- Index by Author 72-73  
Index for *The Bookshelf* 74-75  
Editor and Editions 75